



Financial Services Department

Memorandum

To: Honorable Mayor Maso and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager

From: Tom Johnston, Purchasing Manager
Anita Cothran, Director of Financial Services

Date: October 12, 2009

Subject: Consider and Act Upon Approval of Purchase Orders with Book Wholesalers Incorporated, for the Purchase of Library Materials during the Fiscal Year 2010

Action Requested: City Council approval of purchase orders with Book Wholesalers Incorporated, for the purchase of Library materials during the fiscal year 2010, in the total amount of \$130,000.

Background Information: Books, movies and music will be purchased in the areas of children, youth and adult materials from Book Wholesalers Incorporated (BWI), through North East Texas Library System supplier's contract approved by the State of Texas. One purchase order is in the amount of \$100,000 for children and youth materials and one for \$30,000 for adult material.

Board/Citizen Input: N/A.

Alternatives: City Council could choose not to approve these purchase orders at this time.

Financial Considerations: Available funds are appropriated in the Library's 2010 operating budget.

Supporting documents: Department memos and North East Texas Library System contract.